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State of Oklahoma

RULES AND REGULATIONS

of the

State Board of Education

With the Provisions of the Statutes

Concerning the Issuing

of

TEACHERS' CERTIFICATES

STATE,
COUNTY AND CITY
CERTIFICATES

September, 1914

Oklahoma City, Oklahoma

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Sept. 1, 1914.

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NOTICE: The rules and regulations herein contained shall supersede all former rules and regulations governing the issuing of state certificates in the State of Oklahoma.

OKLAHOMA STATE CERTIFICATES

Kinds of State Certificates.

The following classes of state certificates shall be issued by the State Board of Education and shall be valid to teach in the following specified grades:

Primary Certificates, authorizing the holder to teach in the primary grades (first to fourth inclusive) of any public school in the state.

Grammar Grade Certificate, authorizing the holder thereof to teach in all rural schools, the primary grades, and grammar grades (fifth to eighth inclusive) of any city in the state.

General High School Certificate, authorizing the holder thereof to teach in the primary, grammar grades and high schools of the state.

Certificate to Teach or Supervise in Special Subjects may be granted to an applicant presenting proof of graduation from the department of special work for which certificate is required, provided such school and department shall be approved by the State Board of Education; provided, further, that such applicant shall pass the examination in special and professional subjects. **(See Requirements for State Certificates by Examination, 1, "d".)**

Normal School Certificate. Anyone not less than eighteen years of age who has finished the first four years' work of the State Normal Schools of Oklahoma and has had regular courses in Psychology, School Management and Observation may be granted a certificate by the State Board of Education good for two years, of equal standing with a First Grade County Certificate after such certificate has been registered with the county superintendent of the county in which the holder desires to teach. Such certificate shall not be subject to renewal and the grades shall not be transferred to any other state certificate.

State University Certificate. A person who has finished the first two years' work of the State University of Oklahoma and has had regular courses in Psychology and Education may be granted a certificate by the State Board of Education valid for two years, of equal standing with a First Grade County Certificate after such certificate has been registered with the county superintendent of the county in which the holder desires to teach. Such certificate shall not be subject to renewal.

University Preparatory School Certificate. A regular graduate of one of the University Preparatory Schools may be granted a certificate valid for two years on the same basis as those who have completed four years of work in the State Normal Schools; provided such graduate has completed the following professional studies: Elementary Psychology, Theory and Prac-

tice of Teaching, History of Education and one year of Observational Work.

NOTE: The above named certificates shall be valid in all rural schools and in all towns except independent districts when they have been registered with the county superintendent of the county in which the rural school or town is situated, and they should be valid in independent districts subject to the additional requirements of the examining boards of said districts when registered with the clerk of the board of education of such independent districts.

Rural School Certificate. Upon completion of the rural teachers' certificate course, including four full years work above the eighth grade, at least one year's work being done in residence, in any one of the State Normal Schools, a rural school certificate good for three years will be issued. This certificate is good anywhere in the state for a period of three years, at the expiration of which period it may be renewed for the original period, provided the holder has during its life attended a State Normal School at least one full term. Upon the same conditions the certificate may be renewed at each expiration until a life certificate has been secured by graduating from the Normal School.

Institute Conductors' and Instructors' Certificates, authorizing the holder thereof to conduct or instruct in county institutes.

General Requirements.

1. No person who has not attained the age of twenty-one years shall be granted a regular state certificate except a Normal School graduate or a student in an Oklahoma institution who has completed the work required for a Normal School, University, University Preparatory School or Rural School Certificate. An applicant for a State Certificate must be a resident of the State or must be elected to a position in Oklahoma before a certificate will be granted.

2. Application for a state certificate for a graduate, either regular or special, must be accompanied by a recommendation from the president of the institution from which the applicant graduated and from the head of the department in which the applicant specialized. The applicant must present a record of the work done in the institution from which he graduated upon a blank furnished by the State Board of Education and signed by the registrar of such school.

3. An applicant for a State Certificate by complete examination or upon a certificate from another state, shall file proof of at least two years of successful experience in the same character or grade of work for which the certificate is sought, and must file a statement

from the county superintendent or the city superintendent of the county or city in which he has taught to the effect that his work has been satisfactory during the tenure of his certificate.

4. All applications for state certificates, or for renewal of certificates, must be filed with the Secretary of the State Board of Education at least thirty days prior to the date of the examination.

5. All inquiries concerning state certificates and applications for certificates should be addressed to the Secretary of the State Board of Education, Oklahoma City, Oklahoma.

6. Regular examinations for state certificates except Institute Conductor's and Instructor's Certificates, will be given the last Thursday, Friday and Saturday in May at the following named places: The University of Oklahoma at Norman; Central State Normal School, Edmond; Northeastern State Normal School at Tahlequah; Southeastern State Normal School at Durant; East Central State Normal School at Ada; Northwestern State Normal School at Alva; Southwestern State Normal School at Weatherford; Agricultural and Mechanical College at Stillwater; University Preparatory School at Tonkawa; Eastern University Preparatory School at Claremore; Panhandle Agicultural Institute at Goodwell and the Colored Agricultural and Normal University at Langston. Teachers desiring to take the state examination must give written notice

to the President of the institution in which they expect to take the examination at least fifteen days before the date set for examination. Examinations for Institute Conductor's and Instructor's Certificates will be held in the office of each county superintendent in the State on the last Saturday of January each year. No special examinations will be given after this date.

7. All state certificates issued by the State Board of Education and all normal school diplomas must be registered with the county superintendent of the county where the holder teaches, or with the clerk of the board of education, if the holder teaches in an independent district. The document is not valid as a certificate until it is registered according to the above provisions.

8. A state certificate shall expire when the holder thereof has been out of school work for a period of two years, and has been a nonresident of the state for a period of one year, unless his absence from the state is caused by attending school in some other state. A lapsed certificate may be renewed upon satisfactory evidence being presented to the State Board of Education that the holder thereof is worthy of such renewal.

9. Any certificate issued by the State Board of Education may be revoked on the grounds of immorality, gross neglect of duty, annulling written contracts with boards of education and district boards without the consent

of a majority of the board which is a party to the contract, or for any cause that would have justified the withholding thereof when the same was granted.

Requirements for State Certificates. By Examination.

PUBLIC SCHOOLS.

1. To be entitled to a two-year renewable certificate the candidate must pass a satisfactory examination in the following branches:

(a) **For a Primary Certificate:** Agriculture, arithmetic, domestic science, drawing, geography, history of education, history and civics of Oklahoma, hygiene and school sanitation, language, music, nature study, orthography, penmanship, physical training, primary methods, primary reading, psychology, school laws of Oklahoma, school management.

(b) **For a Grammar Grade Certificate:** Agriculture, elementary algebra, arithmetic, bookkeeping, civil government, composition, domestic economy, drawing, English literature, American literature, English grammar, geography, general history, history of education, United States history, history and civics of Oklahoma, music, methods and management, penmanship, physiology, physiography, psychology, physics, reading, school laws of Oklahoma, spelling.

(c) **For a High School Certificate:** All subjects required for the Grammar Grade Certificate and the following in addition thereto:

High school algebra, botany, chemistry, plane geometry, solid geometry, English history, Latin or German, philosophy of education, political economy, biology.

(d) **For Special High School Certificate:** Agriculture, domestic economy, Oklahoma history and civics, pedagogy, psychology, history of education, school laws of Oklahoma. The applicant for this certificate must present proof of graduation from the department of special work for which the certificate is required with standing in the special subjects certified by the registrar of the school.

2. Applicants for the two-year renewable certificates must have taught two years and must produce satisfactory testimonials from reputable persons in regard to moral character and professional standing.

3. An average standing of ninety per centum with not less than seventy-five per centum in any subject will be required for all state certificates. Grades of the required standing (ninety per centum) may be carried for two years.

4. At the expiration of this certificate the holder will be granted a five-year certificate upon furnishing satisfactory evidence of having taught successfully at least forty weeks during the tenure of the certificate.

NORMAL INSTITUTES.

(a) **For Instructor's Certificate:** Examination for instructor's certificate will be given in

Rhetoric and Composition, American Literature, English Literature, History of Education, Psychology, Methods and Management, the last Saturday in January at the office of the county superintendent in the several counties. An applicant for an instructor's certificate must be twenty-three years of age, the holder of at least a first grade county certificate, and must have had at least three years of successful experience as a teacher.

(b) **For Conductor's Certificate:** For a conductor's certificate the applicant must be examined in the required branches for an instructor's certificate and in philosophy of education and Oklahoma school law. Applicants for conductors' certificates must have instructed in at least one institute preceding the date of application, shall have attained the age of twenty-five, and shall have taught five years successfully.

Applicants for Institute Certificates by examination must make a general average of ninety per centum, with no grade below seventy-five per centum.

Requirements for State Certificates.
Upon Credentials.

(a) Graduates of the arts and science course of any accredited institution of learning of Oklahoma or of other states, who have completed a course of study which shall have included the subjects required for the teacher's diploma of the University of Oklahoma, as approved by the State Board of Education, will be granted a General High School Certificate valid for five years. At the expiration of that certificate the holder will be granted a renewal for a like period upon furnishing satisfactory evidence of having taught successfully at least three years out of the five.

(b) Graduates of the normal courses of colleges of this state or of other states accredited by the State Board of Education and graduates of accredited normal schools of other states who have had at least forty weeks of successful experience in teaching may secure a five-year state certificate of the kind justified by their credits by passing a state examination in all subjects required for an Oklahoma state certificate in which they do not furnish credit from the institution from which they graduated. The applicants' entrance grades accepted by an accredited institution will be accepted towards an Oklahoma certificate. Provided, that the

State Board of Education may waive the required teaching experience if applicant is a graduate of at least a two-year normal college course in an accredited State Normal and has completed thirty-six weeks of practice teaching and observation and furnishes recommendations of superior ability as a teacher from the supervising critic teacher and the head of the training department and the president of the institution.

(c) Graduates of any four-year college course of study in the State University or the State Agricultural College, or of any approved four-year collegiate course in accredited institutions of learning, who have had at least forty weeks of experience in teaching may be granted a state certificate upon passing the state examination in history of education, philosophy of education, methods and management, psychology, Oklahoma school laws, agriculture, domestic science, Oklahoma history and civics.

(d) Persons holding state certificates from other states where the requirements for certificates represent the same standard as to quantity and quality of scholarship, who have had at least forty weeks of successful experience in teaching, may be granted state certificates of the kind justified by their grades; provided such applicants shall pass an examination in all branches required for the Oklahoma state certificate which are not required in the state in which the certificate was issued, or shall present from an approved college or state

normal school satisfactory proof to the State Board of Education of proficiency in such branches.

(e) Certificates to teach or supervise in special subjects may be granted to applicants presenting proof of graduation from the department of special work for which the certificate is required, provided such school and department shall be approved by the State Board of Education; provided, further, that such applicant shall pass the examination in the special and professional subjects enumerated in the Requirements for State Certificates by Examination (1, d).

(f) Institute certificates may be issued upon recommendation to persons whose professional fitness for institute work entitles them to recognition by the State Board of Education, and who shall be the holders of state certificates, or of normal school diplomas, or shall, because of eminent professional experience and ability in educational work, be entitled to the granting of such certificates.

An applicant for a state certificate upon credentials, as provided in the foregoing requirements, will, upon the acceptance of such credentials, be granted a temporary state certificate valid for one year during the tenure of which certificate additional requirements may be completed. At the expiration of the temporary certificate the applicant shall present to the State Board of Education a statement from the county superintendent, or from the

city superintendent of the city employing a city superintendent, that his work has been satisfactory during the tenure of the certificate

GENERAL INFORMATION

Graduates of accredited Normal Schools, Colleges and Universities, applying for state teachers' certificates shall be required to submit to the State Board of Education, on blank forms furnished by it, a detailed record showing the amount and kind of preparatory, collegiate and professional work completed, and that the requirements of the State Board of Education have been complied with.

The State Board of Education does not interpret the foregoing rules in regard to the acceptance of credentials from an accredited institution to bind the board to the acceptance of all credentials. Each case will be considered on its merits.

Credits will not be accepted from schools or colleges in other states if the state in which the school is located does not accept such credits on a state certificate.

Grades from county certificates, city certificates, or expired state certificates will not be accepted in lieu of those required for a state certificate. Grades from the Oklahoma state schools or accredited schools in other states will not be accepted unless the applicant is a graduate, except for certificates as may be issued under the foregoing rules to students of the Oklahoma Normals and the University of

Oklahoma, who have met the requirements of the State Board of Education for such certificates.

No fee is required for state certificates. Applicants by examination are expected to pay the expense of forwarding their papers to the State Department.

Application blanks for state certificates are furnished by the State Board of Education, and must be filled out accurately before they will be accepted. Carelessness in this respect will be sufficient cause for rejecting the application.

Failure on the part of a teacher to keep up his professional work will be considered cause for cancelling his certificate.

The State Board of Education strongly recommends that the additional requirements of those teachers receiving state certificates upon credentials be made by doing credit work at one of the State Schools of Oklahoma.

Accredited Institutions.

1. Any institution of learning in Oklahoma or other states desiring to be accredited by the State Board of Education, shall submit a full outline of its course of study together with a definite statement of the standard required for admission, of the amount of time given to every subject, of the scope of work and the text used in each, of the maximum number of hours a student is permitted to carry, of the amount of laboratory work required, and of the proficiency demanded in final examination. If, in the judgment of the board, the course meets the requirements, the institution shall be placed on the accredited list. The application must be complete and must be accompanied by a late catalog of the school with the fullest possible information as to the school's professional library and other equipment which bears especially upon the subject of teaching.

2. An accredited college or university whose graduates are entitled to state certificates under the foregoing regulations must be an institution of higher learning recognized as a standard college of liberal arts, requiring the completion of a four-year secondary course above the eighth grade for entrance and maintaining a four-year course thereafter for graduation, with a faculty properly qualified, and

possessing adequate equipment and means of support and maintaining at least seven separate departments or chairs. In case the pedagogical work of the institution is to be accepted without examination, the college must maintain at least eight chairs, one of which must be devoted exclusively to education or at most to psychology and education and shall maintain a pedagogical library having standard works and periodicals on psychology and education. The minimum amount of pedagogical work in any fully accredited college which will be accepted by the State Board of Education shall be equivalent to the requirements for the teacher's diploma of the University of Oklahoma.

3. An accredited normal school or teachers' college shall meet the following requirements:

(a) There must be five or more teachers who shall be graduates of standard normal schools, standard colleges or universities doing graduate work, devoting their time exclusively to the work of the normal courses.

(b) For entrance, four years' work above the eighth grade in an approved four-year high school or its undoubted equivalent.

(c) For graduation therefrom, a minimum requirement of two years additional work including a thorough review of the common branches and training in the practice school.

(d) The maintenance of a well equipped training school for observation and practice, such school to cover work in the eight ele-

mentary grades; adequate laboratory facilities for teaching the various sciences offered; a library of at least 2500 volumes, rich in standard books on educational subjects, educational reports and journals.

4. An accredited normal department of a college that does not meet the requirements of a standard college must fulfill the following conditions:

(a) The work of such normal department must be in charge of a competent director, who shall organize and manage the work of the department. The teachers in the normal department must meet the same general requirements as teachers in normal schools.

(b) The requirements of normal schools such as admission of students, standard of work, laboratory and library equipment, training school, etc., apply without change to normal departments.

(c) A sufficient annual income for maintaining the department in a manner satisfactory to the State Board of Education must be provided.

5. Institutions specializing in such branches of study as music, manual training, domestic science and art whose entrance requirements, courses, faculty and equipment meet the approval of the State Board of Education may be placed on the accredited list and the graduates of such special courses be entitled to credit towards special certificates.

6. The Oklahoma State Board of Education

has accredited all state universities, normal schools and normal training departments meeting the requirements of sections 2, 3, 4 and 5, and the schools of college rank of the North Central Association of Colleges and Secondary Schools. Information regarding the standing of any institution may be secured by addressing the Secretary of the State Board of Education, Oklahoma City, Oklahoma.

County Certificates.

Article 14 of the 1913 School Laws.

Sec. 191. Board of Examiners, Term and Compensation: In each county there shall be a board of county examiners composed of the county superintendent of public instruction, who shall be ex-officio chairman of said board, and two competent persons, holders of first grade certificates or diplomas from some state university, normal school or agricultural college, who shall be appointed by such county superintendent and shall serve from the time of their appointment until their successors have been appointed and each member of the examining board shall receive for his services the sum of three dollars per day, not to exceed five days in any one quarter of the year, except at the close of the normal institute not to exceed ten days, said sums to be paid from contingent fund of the county; Provided, each member of the board shall receive pay for only the number of days he or she is employed in holding examinations and grading papers.

Sec. 192. Examination Dates: The board, two of whom shall constitute a quorum, shall on the fourth Thursday and the Friday and Saturday following of January, April and October and at the close of the normal institute for that county, only at such places as may be

designated by such county superintendent (who shall give ten days' notice by publication in the official paper of the county) shall publicly examine all persons proposing to teach in the public schools of the county, as to their competency to teach the branches prescribed by law; and such board of examiners shall issue certificates, as hereinafter provided, to all such applicants as shall pass the required examination and satisfy the board as to their good moral character and their ability to teach and govern schools successfully.

Sec. 193. Certificates Issued: Certificates issued by the county boards shall be of three grades: first, second and third, and shall continue in force respectively, four years, two years and one year.

Sec. 194. First Grade Certificate: Certificates of the first grade shall certify that the person to whom they are issued is proficient in and fully qualified to teach algebra, physics, American literature, arithmetic, composition, civics, elementary psychology, English grammar, geography, Oklahoma history and government, orthography, physiology and hygiene, reading, theory and practice of teaching, United States history, writing and the elements of agriculture, domestic science, music and general history, and shall not be issued to any person under twenty years of age, and not to those who have not taught successfully twelve school months; Provided, that no person who receives a first grade certificate shall make a

general average of less than ninety per cent, and not below seventy-five per cent in any one subject.

Sec. 195. Second Grade Certificate: Certificates of the second grade may be issued to persons not less than eighteen years of age, who shall fully satisfy the board as to their ability to teach all the branches prescribed for first grade certificates, except algebra, physics and general history, and who have taught successfully six school months: Provided, that no person who receives a second grade certificate shall make a general average of less than eighty per cent or not below sixty-five per cent in any one subject.

Sec. 196. Third Grade Certificate: Certificates of the third grade shall certify that the person to whom they are issued is not under eighteen years of age and is proficient in and fully qualified to teach all the branches prescribed for a second grade certificate, except American literature and psychology, and made a general average of not less than seventy-five per cent and not below sixty per cent in any one subject; and no third grade certificate shall be issued more than twice to the same person.

Sec. 197. Renewals: All county teachers' certificates may be renewed for the term for which they were originally issued by the county superintendent of public instruction, upon satisfactory evidence that the holder has attended seventy-five per cent of the normal in-

stitutes or teachers' training courses held in the county where he taught or has taken as many as ten weeks' special training in any of the state normal schools, and has attended as many as fifty per cent of the county teachers' associations held in the county during the time the certificate was in force and has been engaged continuously in teaching.

Sec. 198. Certificates Valid in Other Counties—Revocation—State Certificate: No third grade certificate shall be in force except in the county in which it is issued: Provided, that the county superintendent shall endorse the unexpired first grade certificates issued in any other county, and all second grade certificates shall be endorsed by the county superintendent of any county adjoining the county in which said second grade certificate was issued, which certificate shall thereby be valid in the county in which such endorsement is made for the unexpired term of the certificate. A certificate issued under this act may be revoked by the board of examiners on the ground of immorality, or for any other cause that would have justified the withholding thereof when the same was granted: **Provided, that if persons who apply for a first grade certificate desire a state certificate of the same grade they may make application to the county superintendent of public instruction at the time they make preliminary application for the examination that their papers be forwarded to the State Superintendent of Public Instruc-**

tion and shall pay such county superintendent an additional fee of two dollars, then at the close of the examination, after all papers have been graded and certificates issued, such county superintendent shall forward to the State Superintendent the examination papers of the applications for state certificates and fee of two dollars. The state superintendent, upon receipt of the manuscripts and fee of two dollars, shall cause the papers to be examined and if it is found that the grades are sufficient as provided by section 194 of this article, the said State Superintendent shall notify the applicant of that fact and if the applicant had received a county certificate from the county board of examiners, he shall send the county certificate to the state superintendent to be cancelled and receive in return a state certificate of the first grade, and if no county certificate had been issued to the applicant, the state superintendent shall send the applicant a state certificate when notifying him of his grades, if the applicants are entitled to receive the same. The fees required in this section for state certificates shall be used by the state superintendent to employ competent persons to grade manuscripts forwarded to him by such county superintendents: Provided further, that all first grade certificates may be renewed for four years by the state superintendent upon satisfactory evidence that the holder has attended seventy-five per cent of the normal institutes held in the county where

he taught, or has taken as many as twenty weeks special training in one of the state normal schools, and had attended as many as fifty per cent of the county and state teachers' associations held in the county and state during the time the certificate was in force and has been engaged continuously in teaching.

Sec. 199.—Carrying of Grades Prohibited: No person shall be permitted to carry any grades from a certificate of a lower grade to a certificate of a higher grade: Provided, that credits secured within three years from any of the state normal schools, the State University, and the Agricultural and Mechanical College on subjects that would entitle the holder to graduation on that subject may be substituted in lieu of an examination on that subject and said credits may be carried from a certificate of a lower grade to a certificate of a higher grade.

Sec. 200. Temporary Certificates: The county superintendent, upon request made in writing by any district board, and after satisfying himself by examination of the ability or proficiency of the applicant, may grant a temporary certificate in case of necessity valid only in the designated district, and valid only until the next regular examination by the county board of examiners; Provided, that no such temporary certificate shall be granted to any applicant who has failed in examination at any such regular meeting of the board, nor

shall such certificate be granted twice to the same person: Provided further, that the county superintendent shall not be compelled to charge for the issuance of temporary certificates.

Sec. 201. No Certificate Without Examination—Penalty: No certificate shall be issued by any board of county examiners except on examination as herein provided and any county superintendent or member of the county board of examiners who violates any of the provisions of this article, not otherwise provided, shall be deemed guilty of a misdemeanor and upon conviction shall be fined in any sum not less than one hundred dollars and not more than five hundred dollars.

Sec. 202. Disposing of Questions Prohibited—Penalty: Should any person offer to sell, barter or give away what purports to be copies of questions to be given at a future examination, he shall be guilty of a misdemeanor and upon conviction shall be fined in any sum not less than one hundred dollars nor more than three hundred dollars and shall be confined in the county jail for not less than thirty days nor more than six months and be forever barred from teaching in any of public schools of this state.

Sec. 203. Same: Should any printer or party who has custody of the examination questions prior to the date of the examination willfully permit the same to fall into the hands of parties unauthorized by law to receive them

(he) shall be guilty of a misdemeanor and upon conviction shall be punished as provided in section 201 of this article.

Sec. 204. Regulations for Handling Questions: Questions for the examination shall be printed by the direction of the state superintendent and shall be furnished the county superintendents of public instruction only upon written requisition for the same. The questions for each day shall be securely sealed in separate envelopes, and the three envelopes securely wrapped in a package. The package containing the envelopes shall have written or printed thereon a notice of the contents and the date of the examination. On the morning of the first day of the examination, after the preliminary applications have been made, the original package shall be opened by the party conducting the examination in the presence of the persons applying for certificates, and the envelopes taken therefrom. The envelope containing the questions for the first day shall then be opened in the presence of the persons applying for certificates, and on the mornings of the second and third days the other envelopes shall be so opened. Persons violating the provisions of this section shall be guilty of a misdemeanor and upon conviction shall be punished as provided in section 201 of this article.

Sec. 205. Giving Aid Prohibited. If any person offers to give or receive aid during the examination, it shall be the duty of such

county superintendent, or the person conducting the examination, to compel such person or persons to retire from the examination and he shall be barred from receiving a certificate for one year.

Sec. 206. Academic or Professional Training Required After January, 1916: After January, 1916, no person shall receive a third grade certificate unless he shall have had either academic training equivalent to one year in an approved high school of this state, or have had at least ten weeks professional training in one of the Oklahoma state normal schools, State University or A. & M. College or an institution in this state, or other state, having equivalent teachers' professional course, and no person shall receive a second grade certificate unless he shall have had either academic training equivalent to two years in an approved high school of this state or have had at least twenty weeks' professional training in one of the Oklahoma state normal schools, State University or A. & M. College or institution in this state, or other state having equivalent teachers' professional course, and no person shall receive a first grade certificate unless he shall have had either academic training equivalent to three years in an approved high school of this state, or have had at least thirty-six weeks' professional training in one of the Oklahoma state normal schools, or State University or A. & M. College, or an institution in this state or other

state having equivalent teachers' professional course. This section shall never affect the right to a renewal under section 197 of Article 14.

Sec. 207. Fee for Certificates—Disposition: The county superintendent of public instruction shall collect from each party applying for a county certificate a fee of two dollars which shall be turned over to the county treasurer to be credited to the normal institute fund of the county to be used only in defraying the expense of conducting normal institutes or teachers' training courses in that county.

Sec. 208. Revocation of Certificates: A certificate issued under the provisions of this article may be revoked by the power issuing the same on the ground of immorality, or for any cause that would have justified the withholding thereof when the same was granted.

City Certificates.

Every city of the first class, and every incorporated town maintaining a four years high school fully accredited with the State University, is an independent district, and the Board of Education of such independent districts shall appoint two competent persons who, with the superintendent as chairman thereof, shall be styled "The Examining Committee of the Board of Education," whose duty it shall be to examine the credentials of all persons who apply to them as teachers. The Examining Board shall make a written report to the Board of Education, who may issue a certificate to the person applying, or may require any or all applicants to pass such an examiniation as will satisfy the Board and Superintendent as to their competency and fitness to hold such positions.

EXAMINATION DATES
FOR YEAR 1915

State Examinations.

For Primary, Grammar Grade, High School and Special Certificates.

May 27th, 28th, 29th. These examinations will be held at the places named in section 6 of the General Requirements.

For Institute Certificates.

January 30th. Examinations will be held in the office of the county superintendents.

County Examinations.

Held by the County Superintendent.

January 28th, 29th, and 30th in all counties.

April 22nd, 23rd, and 24th in all counties.

June 24th, 25th and 26th in all counties holding Institutes during the month of June.

July 29th, 30th and 31st in all counties holding Institutes during the month of July and at the Normal Schools, the State University, the A. & M. College, the Preparatory Schools and the C. A. N. University at Langston

August 26th, 27th and 28th in all counties holding Institutes in August.

October 28th, 29th and 30th in all counties.

Reading Circle Examination.

Held in the offices of the several county superintendents, June 5th.

Eighth Grade Examination.

For Common School Diplomas.

April 15th and 16th, in all conuties.

May 13th and 14th, in all counties.

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